



**Delaware Workforce Development Board
Quarterly Board Meeting
Tuesday July 11, 2017
Fox Valley Department of Labor – Annex
9:00-11:00am**

Attendees: B. Craig Crouch, Barry Crozier, Edward Capodanno, George Krupanski, Jeffrey M. Bross, John A. Chrzanowski, Honorable Edward Osienski, Secretary Patrice Gilliam-Johnson, Dr. Mark Brainard, Nello Paoli, Jr., Patricia Barron, Robert Eppes, Stephan Lehm, Eileen Michelinie, Lori Reeder, Rachel Turney, Stacey Laing, Hope Ellsworth, Kyle Maguire, Richard Fernandez, Michael Watson, Victoria Counihan, Stefanie Whitby, Katie Ellis, Paul Morris, Robert Ford, Chandlee Kuhn, Ray Fitzgerald, William Potter, Robin McKinney-Newman, Wanda Holifield, DáLynn Wright

Vice Chair Jeff Bross, chaired the meeting in Gary Stockbridge's absence. Mr. Bross welcomed everyone; there was no quorum for the first seven minutes. Mr. Bross welcomed Barry Crozier as the newest Board member.

Performance Measures: Lori Reeder said there are no performance measures to report because data has yet to be collected. We will start to see performance rolling in next year, which will be for the quarter ending September 30th so we should have information by mid-November. Bill Potter added Robin McKinney-Newman will be attending the America Job Link Alliance (AJLA) conference. She will be lobbying to get additional functionality.

Youth Council: George Krupanski reported the youth scholarship recipient had to cancel and may come to the October Board meeting. He said the committee is planning a youth summit and plan to use it as an opportunity to recognize and encourage businesses working with youth. Mr. Krupanski asked if any board members know of businesses which are working well with youth. If so please let him, Gary Stockbridge, or Bill Potter know so they can be put on the list.

A quorum was achieved at 9:07 a.m. Mr. Krupanski made the motion to accept the minutes and Secretary Patrice Gilliam-Johnson seconded the motion. All motions passed

Proposal Review Certification Committee: Bill Potter explained the Demand Occupation List. He said the DWDB will align occupations with pathways. He said the DWDB sculpts the workforce of the future through three documents (Funding Guidelines, Demand Occupation List, and the Eligible Training Provider List). The Demand Occupation list is developed by identifying occupations with 20 or more annual openings.

This year the DWDB added another step. If an occupation lined up with pathways and had ≥ 20 annual openings it was added to the list. If not, it was not considered. Because of the impact this might have, the DWDB held 30-day public comment period. Mr. Potter reported several comments were received from the Department of Labor Secretary, Department of Education, Trade schools, DET, and businesses as a whole. Mr. Potter integrated their concerns and presented the list to the Proposal Review & Certification Committee, which reviewed the Demand Occupation List and forwarded it to the Executive Committee. The Executive Committee voted on the Demand Occupation List.

The list started with 478 occupations then got down to about 150 occupations, including technical skills. Mr. Potter said all applications were initial applications and not renewals; that makes this year critical.

Jeff Bross stated without good providers, we don't have good outcomes. Mr. Potter reported the graduation rates for open enrollment colleges may be deceptive.

Jeff Bross asked Lori Reeder what are the performance goal negotiated with Department of Labor (DOL) for credential and graduation attainment? He said he wanted the board to have some perspective of what performance measures we have when we were being monitored.

Lori Reeder reported credential attainment for adult was 45%, dislocated worker: 45%, and Youth 85%.

Dr. Brainard reported the graduation rate is defined for by the US Department of Education (DOE). It is as follows: He said Del-Tech has to take the first-time full-time students. He said Del-Tech has 150% of the time to complete an associate's degree to graduate under the federal definition; so its three years. There are some credit programs offered which are 60 to 65 credits where some people can finish in two years. Dr. Brainard said that when you look at some programs like nuclear medicine, for example, it's eighty credits long and there's no way anyone is getting through this in three years. He said when they report to federal government about graduation rates on a program like this, hardly anyone is graduating on time. Another example, last year approximately 60% of graduating high school students from Delaware needed at least one precollege course before they started taking college courses. It's unfortunate for the student, but once identified, Del-Tech can direct them into remedial math or precollege English to get them up to speed before they start taking courses. This doesn't put students on track to graduate until they finish the precollege courses, so this will push them beyond the three year window. When we report a graduation rate of 28% in one of these programs, it's under the filing submitted to the US Department of Education. We track success rates as well for our internal metrics.

Student Success and Measuring Completion at Delaware Tech

Dr. Brainard discussed how measuring student completion of associate degree programs at Delaware Tech and likely all higher ed. institutions is complex and multi-layered. He explained that one common way that colleges' graduation rates are calculated is through the Integrated Postsecondary Education System (IPEDS). Through this system, graduation rates are reflective of full-time, first-time, degree-/certificate-seeking students who started and finished at the same institution within a "normal time frame," defined through IPEDS as three years or 150% of normal time frame for an associate degree-seeking student. He noted that students included in IPEDS graduation rates do not represent all of the students at an institution such as part-time and transfer students. True of most community colleges across the country, students' goals do not always align to the IPEDS expectation that students will enter college for the first time at a full-time status, remain that way throughout the following two to three years, and complete "on time." The reality is that many students attending community colleges have previously attended other institutions, or they have to either begin as part-time or switch to part-time due to life circumstances, or they decide to pursue a bachelor's degree and find that transferring early serves them well; these situations preclude these students from being counted in IPEDS since they do not meet the definition of first-time, full-time who complete within three years. He pointed out that since these student scenarios are a reality across the country, other accountability groups have begun looking at "success" in new ways. For example, the Voluntary Framework of Accountability (VFA) looks at 2-year institutions' six-year completion rate, a more realistic timeframe for many community college students. Delaware Tech complies with national reporting requirements such as IPEDS, and is a member of the VFA, and internally measures success of the entire population of students, including and outside of the traditional full-time, first-time degree-seeking students. Dr. Brainard shared that the College's data reveals that we have all of the above populations of students: first-time, full-time; part-time; transfer; stop-out/come-back; traditional; non-traditional; and post-traditional. Dr. Brainard further explained that when college staff calculated the graduation rates for programs to be considered for WIOA, they used the same method used when reporting rates for IPEDS or VFA, by choosing an entering cohort of students in a particular program and following their completion for a designated period of time (3-6 years). While it may appear

that 60%, 50%, 30%, or fewer complete one of the proposed programs of study, it is possible that more have completed if a longer time frame had been applied, or it is realistic to assume that some of the students in that cohort met their goals at Delaware Tech and transferred to another college, gained full-time employment, or changed majors and remain at Delaware Tech.

Given this explanation of completion rates by Dr. Brainard, board members approved Delaware Tech's proposed programs of study.

Bill Potter reported the DWDB chose to have providers resubmit as initial applications so they only had to meet one performance criterion. Jeff Bross explained the Board had to pick some criteria which would bring in the most providers.

Barry Crozier asked if providers being under 70% cause us not to get funding. Stacey Laing explained after this initial year, all providers must meet federal measures. The providers already know what the success metrics are.

Financial Report

Stacey Laing reported DOL-DET got approval to hire a replacement for Diane Brooks. Ms. Laing said, funding for dislocated workers, which is one of our largest pots, was cut by 10%, or about \$256,000. Not only that, but, we have much less "carry in" than we did the year before. As the economy improved, we were accumulating more "carry in." One of the reasons is we approve ITAs based on the amount of money we are allowed to pay toward the schools per semester. In order to be proactive and ensure we had money to continue multi semester classes, effective July 1, we put a cap on returning students. We lowered the cap to \$1600 to allow returning students to return and we are not accepting any new clients into the ITA programs. It was a hard decision, but if we don't retain those clients who started with us, our performance a year from now is going to plummet. On October 1st, we will have a better handle on the amount of money being returned due to clients getting Pell Grants. We are still providing career planning and other services. Starting July 1st any new classes we are funding, will require a grade point average of 2.0 or above. Because we are changing the RFPs, we extended the contracts for a year. We will correlate the ITAs to the actual occupations we are providing funds for. So when we work on our dashboard, we can show occupations as well as providers. We looked at the increased spending we are doing at Wilmington University. We are doing many more bachelor's degrees because of dislocated workers from Dupont.

Pathways

Michael Watson reported Pathways Apprenticeship RFP is due today at 2pm. The review committee will consist of two members of the Department of Education, two members of the Department of Labor, one member of DelTech, and another partner. The Pathways group talked about the good progress being made. In March of 2017 at the last meeting, Pathways group discussed how, under the leadership of Mark Brainard and Secretary Patrice Gilliam-Johnson, the strategic plan was approved. The Pathways group talked about the "big win" at the pathways conference. Pathways will publish biannual updates on pathways success. The Pathways group believes it is best to have a system of four categories. The Pathways group is talking to Governor Carney about keeping the executive order, signed by Governor Markell. Bill Potter said the Department of Education, Luke Rhine and the Pathways committees helped ensure the DWDB had a really good Demand Occupation List. Hon. Ed Osienski asked why this report wasn't done prior to our board meeting. Mr. Watson said the Pathways Committee wanted to publish the report for the July meeting and we just met last week. He said the Pathways Committee is in a hybrid position right now and the team is still waiting for Governor Carney to sign a new executive order. Even so, Pathways didn't want to stop the work so the teams got together to make sure the pathways group has

information to give to everyone in the community in December. The next report will come out in a week or two and the full report will come out every December. Right now, 41% of all students graduated from high school in Delaware need a remedial course. This number was reported by Dr. Mark Brainard. DelTech having an open-door policy is the right thing for kids. There's a lot of investment in the system to move the numbers significantly to make the numbers better. Jeff Bross stated the problem with kids being remedial is they're products of the old system. Michael Watson also stated it's not just a Delaware problem there are more states which are remedied.

Chairman's Report

Secretary Patrice Gilliam-Johnson said she and Chairman Gary Stockbridge would be talking to Governor Carney and bring him up to speed on the strategic plan.

Bill Potter stated the (DWDB) is moving from the planning process to the implementation process. The Goal Teams leads will get together and develop a process of going forward for each team.

Robin McKinney-Newman reported board membership is currently at 43 members. The DWDB welcomed Barry Crozier the new financial chair. The DWDB is still pending three members, which will add to our government side, and we need to add to our private side. The DWDB will keep you abreast as to when the DWDB get those vacancies filled. Jeff Bross added the legislator probably will not take new members on until January and several boards have vacancies everywhere which haven't been processed.

Bill Potter reported the City of Wilmington will join the board. The RFP report is being redone and will have something to the group before the next meeting. The entrepreneurial meeting will happen in October and the location will be determined. The DWDB wants to uphold the entrepreneurial mission.

New Business

John Chrzanowski made a motion to accept the revised provider programs list and Secretary Patrice Gilliam-Johnson second the motion. The motion was moved.

Old Business

Stacey Laing reported about the Delaware Job Link breach.

Wanda Holifield reported we (DWDB) will be hosting an annual provider forum at the Delmarva Conference Center in August. I'll be contacting all providers to get updates and to answer questions which they may have.

Bill Potter announced this will be Eileen Micheline's last meeting because she is retiring.

Apprenticeship Presentation

Rachel Turney reported Employment and Training (E&T) require apprentices gets 144 hours of instruction per year. In order to be an apprentice, you have to be employed. There are five core components; 1) Employer is the sponsor, 2) Instruction/on the job training, 3) Related instruction, 4) Rewards for skills, 5) Completion Certificate. Kyle Maguire was hired and became our new apprenticeship training manager. In recent news, President Trump said there will be five million apprentices within the next five years. We (E&T) are looking to diversify the individuals whom are registered apprentices. E&T is looking to include women, minorities, and people with disabilities. We

(E&T) want to explore occupations in career clusters as well as want youth to have options when coming out of high school.

Bill Potter added the DWDB sent out a notice inviting apprenticeship sponsors for sponsorship. The DWDB sent out over 100 letters and only received 3 responses.

Hon. Ed Osienski explained there was an issue with the apprenticeship programs when New Castle County recently changed their requirement for county funded projects. The county was requiring all county funded programs to have apprenticeship programs. Some Contractors thought this was an unfair requirement because many crafts were not provided with a state approved apprenticeship training program. Department of Labor received \$1 million to expand apprenticeship training programs. He suggested we reach out to those contractors or investigate what crafts are not being represented where New Castle County removed that requirement because it was unfair to Delaware businesses. Mr. Osienski asked if the contractors were not supplied with a program, or were just not interested in training. We know training cost money. They put an effort in to change the New Castle County requirement of apprenticeship training contractors. So how can we, as a board, address this issue and what do we need to do to take an action to make sure this is being addressed? Do I need to make a motion to put this into action for the DOL to find out what crafts aren't getting the training. How do we as a board address the issue?

Jeff Bross explained the Board was to do two years of planning before and we were blessed to have a grant handed to us when we completed our work. Are we going to gather that kind of data or could we? Rachel Turney answered yes, but more research needs to be done to figure out how the apprentice process works, or if we know who the employers are needing help? Who say they cannot have the program. We are a small state, it's a numbers issue, and we absolutely can outreach to employers to give them information on how to get programs.

Nello Paoli talked about his experience using apprentices and he is investing a lot of money. Mr. Paoli said he was concerned that New Castle County was watering down the apprenticeship requirements making his company non-competitive because they use apprentices.

Mark Brainard stated we need to offer employers what they need in order to engage them to hiring people for apprenticeships. If you are going to talk about apprenticeships, please talk to the community college. Let's not duplicate everything being said and make sure we all speak as a unit not individually.

Sec. Gilliam-Johnson said we should put together a group discussion about apprenticeship and have a conference. Paul Morris suggested that we also look at developing industry councils as part of a work-based learning component.

Jeff Bross stated there are many people in this room having a strong interest doing apprenticeships and we need to get those people together and move this forward. I'm going to convey it to the chair and the executive committee and the Secretary has heard it. We are going to come back to the board with some ideas on how to move this forward.

Adjournment of the meeting was motioned by Secretary Gilliam-Johnson and was second by Ed Osienski.